

Fleet and Buildings Fund

Mission. The mission of the Fleet and Buildings Internal Service Fund is to ensure the reliable, efficient operation of vehicular and special equipment used by City agencies with timely maintenance, repairs and refueling. Central Stores procures inventories and distributes materials and parts for fleet maintenance and other departments to insure the availability of supplies and cost efficiency of centralized purchasing.

Overview. Fleet and Buildings is composed of three sections; Fleet Maintenance, Central Stores and Central Maintenance Facility.

Fleet Maintenance is responsible for the operation and maintenance of 1,784 automobiles, light trucks, heavy trucks and heavy equipment used by nearly all City departments including:

Type of Vehicle	Number in Fleet
Police patrol cars	152
Light pick-up trucks	161
Sedans	168
Heavy or construction trucks	231
Vans	102

Fleet Maintenance does not provide vehicles or service for Wichita Transit's large buses, Fire Department heavy equipment (including fire engines), or Airport owned equipment.



Aerial bucket truck.

Departments who are customers of this Internal Service Fund pay rental on their vehicles and equipment to offset the operation, maintenance and future replacement of the vehicles/equipment. Services include preventive maintenance, repairs, tire service, mobile service, fueling, overhauls, towing, body shop and machine shop modifications, and major mechanical repairs. A

computerized system maintains and provides permanent and detailed records for all vehicles and equipment.

Selected Performance Measures			
	1998	1999	2000
Maintenance cost per mile	\$0.11	\$0.10	\$0.12
Fuel cost per mile	\$0.11	\$0.10	\$0.11

Repairs to electrical components, cooling systems and heavy equipment tires are contracted to outside vendors. Major repairs for specialized heavy equipment are done contractually with local businesses.

The majority of vehicle work is performed at the Central Maintenance Facility. Vehicles are also serviced in garages located at the Health Department and the Northeast and West Substations.

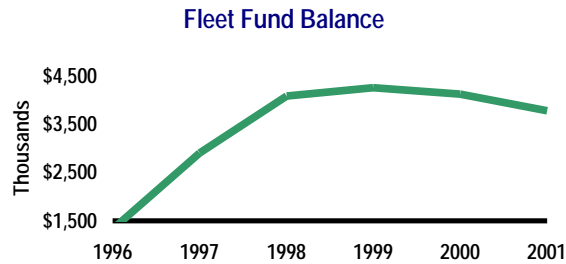
Central Stores orders, procures and maintains an inventory of parts and supplies for Fleet Maintenance and for sale to other City departments. Sales have averaged \$1.7 million annually. The inventory includes more than 6,000 unique items with a total value of \$650,000 to \$725,000. Central Stores is also responsible for collecting and disposing of used chemicals, lubricants, metals and tires.

Selected Performance Measures			
	1998	1999	2000
Annual inventory turnover ratio	4.43	4.45	4.50
Monthly transactions per full time employee	937	950	1,000

Central Maintenance Facility budgets for the operation and maintenance of the CMF complex which houses Fleet Maintenance, Public Work's Maintenance and Engineering Divisions, Flood Control and Storm Water Utility crews and Sewer Maintenance. Services include utilities, custodial services, and building repairs.

Finance and Operations. This Internal Service Fund receives revenue from departments who use their services: vehicle rentals, rent for space at the Central Maintenance Facility and purchases from Central Stores.

The adopted budget includes safety equipment to ensure the most secure work environment for City employees. An electric forklift will provide emission free operation in the warehouse. Further safety enhancements are provided with a new overhead exhaust system and carbon monoxide detection system.



In response to a declining fund balance, vehicle rental rates were increased 7 percent in 1997; the fund balance was further enhanced with a \$1 million transfer from the Self-Insurance Fund. In 1998, the delay of purchasing capital replacements and favorable fuel prices contributed to a positive fund balance.

Expenditure Summary (in thousands)			
	1998 Actual	1999 Revised	2000 Adopted
Fleet Maintenance	6,057	7,076	7,369
Central Stores	435	439	462
Central Maintenance Facility	373	410	380
Total expenditures	6,529	7,925	8,211

This positive trend is not expected to continue with expenditures projected to exceed revenues by 2001. To keep the fund balance from declining will require a decrease of expenditures or increase in revenues. Operating efficiencies and privatization efforts will be explored for possible savings before a rate increase is imposed.



Gradall, used for pavement removal and drainage ditch maintenance.

A study of vehicle rental rates is planned to determine whether the charge to departments represents full cost recovery of vehicle expenses. In addition, rates of fully depreciated vehicles will be examined.

Fleet and Buildings Internal Service Fund Budget Summary					
	1998 Actual	1999 Adopted	1999 Revised	2000 Adopted	2001 Approved
Fleet and Buildings Fund Revenue	9,172,988	7,725,070	8,086,430	8,086,430	8,086,430
Personal Services	2,216,771	2,434,150	2,297,900	2,559,940	2,778,490
Contractual Services	653,861	959,070	905,930	924,230	930,120
Commodities	2,001,662	1,996,280	2,036,920	2,026,920	2,026,920
Capital Outlay	1,985,600	2,306,260	2,455,260	2,500,000	2,500,000
Other	1,145,548	829,310	229,310	200,000	200,000
Total Fleet and Buildings Expenditures	8,001,442	8,525,070	7,925,320	8,211,090	8,435,530
Revenue Over (Under) Expenditures	1,171,546	(800,000)	161,640	(124,660)	(349,100)
Fleet and Buildings Fund Balance	4,078,623	3,278,623	4,240,083	4,115,073	3,765,973
Position Summary					
Total full-time	58	58	58	58	58
Total part-time	0	0	0	0	0
Total FTE	58	58	58	58	58